

Tuesday 13th February 2018

Imperial College Union Council Report

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Deputy President (Clubs & Societies)

It is now budgeting season, so I am spending a large portion of my time working with our CSPs and the CSPB committee to ensure that it goes as smoothly as possible.

Goals

Training of volunteers

- *This year I want to see a redesign on the training offered to our student volunteers, and will provide progress updates through these reports.*
- 'The Training Hub' is in a soft launch/ beta test stage where we are currently populating it with all the training guidance. This will replace the PDF training guides in the near future. It will present information in a much more accessible way and be much easier to edit throughout the year.
- Next steps – Ensure as much training information is put onto the new hub and that it is launched in a timely manner. There will be teething issues here, so we will need feedback and patience from all involved.

Review of Room Booking procedure and systems

- With input from the Student Activities staff we have managed to be part of the pilot group for the College's new room booking system. We expect this to be launched later this year and it will give us a fantastic opportunity to shape this into something that will improve the current system massively.
- Following a meeting with the team at college who are reviewing the room booking procedures across the entire university, we are finalising the procedure we currently have in place in order send it out to CSPs.

Accessibility of information (openness)

- *The website is in the process of undergoing a redesign to change the look and several key features, this will hopefully make navigation easier for our members, and improve the way in which information can be accessed.*
- Next steps: I am aware that the Union's annual report is lengthy and not aimed at a student audience so I would like to work with the finance department to review this.

Operations

CSPB

- Annual Budgeting has started
- Creation of New Clubs has been frozen so that the NAC can reassess the criteria and process that utilises new clubs.
- Soft Launch of ICXP, the Union's CSP Accreditation Scheme, aimed at encouraging best practise in clubs. This will be under review throughout the year and a lengthy and in depth feedback process will be undertaken.

Sport

- Discussions about Varsity are continuing with progress being made.

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- Applications for VarsityFest 2018 have been considered, the working group has been created to allow students opportunity to directly influence the event.
- We are also engaging with LSE to run an additional external Varsity event with them.
- The first meeting of the 'Sports Board' (name TBC) has been had. In this we discussed terms of reference of the committee as well as the current version of the *Be Active* strategy. Further discussions are being held around the implementation of this strategy. There has been a degree of student consultation already before it is taken for approval to the Sports Board.

Storage

- Reviews of the Reynolds storage area are under way – I have had meetings with the Building Managers and have been given approval to make some changes.
- Following the successful clearing of spaces I have sent out a survey to discover the storage requirements of our clubs. This is a large stage of my storage review plan, which will involve working out how best to improve our storage spaces based on results of this. I will be requiring all clubs fill this in, otherwise they risk losing any current storage space and equipment in it.
- Next step: Analysing the data collected in the survey.

General club issues

- *Having the largest number of CSPs in the country, there are a number of day to day issues that need to be dealt with, from Event budget approval to lost passwords. These have (mostly) been dealt with in an efficient manner.*
- Of particular concern at the moment are Large Claims (>£200). This puts particular burden and risk on students so we are encouraging the use of Purchase Orders and the Union's Credit Cards.
- The west basement is currently experiencing volcanic eruptions. We are working out the best approach to prevent this in the future.
- I will be working to refine the expectations had on clubs this year so that we can focus on the quality of our clubs now that we have such an amazing quantity.

As always, I am available in person and via email for any questions you may have on my report or the Union's work.

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